

# Board Works



Prepared for the members of SouthEast Housing Co-operative Ltd on the Calling of Nominations for the Board—2015.

Sept 2015

## Your Co-op Your Decision Your Future

### Co-op Principles

**Voluntary and open membership.**

**Democratic member control.**

**Member economic participation.**

**Autonomy and independence.**

**Education, training and information.**

**Co-operation among co-operatives.**

**Concern for community.**

A board election is a time for a co-operative to review co-operative democracy—the extent that members are committed to the practices of co-operative democracy.

Co-operative Democracy is based on member ownership and control and on a board elected by the members.

Members can nominate and vote for the board.

The integrity of co-operative democracy depends on the accountability and transparency of the board, that these are not pious words, that the boards practices what it preaches and the members require evidence of accountability and transparency.

### Measures

In recent years, the board commitment to accountability and transparency has included:

The Housing Registrar Annual Review being available on the web site.

An Annual Report that is uniquely comprehensive in financial and governance disclosure.

The introduction of a Mid Year Report at the General Meeting on the 26 May 2014.

The introduction of a new emergency maintenance service.

The introduction of a new smoke alarm inspection service.

The development of a new heating and cooling policy and program.

### Indicators

Indications of an active co-operative democracy include:

Members nominating for the board.

Contested board elections.

The number of members voting in a ballot.

The number of members attending a General Meeting.

The number of members returning income statements on time.

The number of members not in arrears.

The number of members responding to surveys.

### Director Obligations

- Read agenda and supporting papers before meetings.
- Attend all board meetings on time and for the duration.
- Speak at board meetings.
- Listen to and respect other directors.
- Respect board decisions.
- Respect board confidentiality.
- Identify conflicts of interest.

### Board Basics

The board determines when it meets.

In recent years, the board has been meeting from 10:30 a.m. on one Friday in each month except in January—11 meetings.

The meetings last from two to four hours depending on the agenda for each meeting.

For each meeting the board is provided with an agenda and supporting papers. Supporting papers can be between 20—40 pages on average.

The board receives detailed financial statements

and a report from management.

The board is obligated to monitor the co-op's performance.

**Authorised: David Griffiths Acting Manager (Governance)**

